

Section 17-82.1-B. Checklist For General Information (To be submitted with every application.)

Case # _____ (To be filled in by Borough)

Sheet 1 of 2

Date _____

Review Date _____ Status _____

Property Address _____

Applicant _____

Owner _____

PAPER
DOCUMENTATION

PROVIDED
Yes No N/A

REMARKS

	Yes	No	N/A	REMARKS
1. Three (3) copies of <i>Standard Development Application</i> form, fully and properly filled out. (NOTE: 15 copies are due to the Board Secretary at the time the application is deemed <i>Complete</i> , and same are to be provided not less than 10 days prior to the date of the scheduled Board meeting.)				
2. Certification of taxes & Borough Water/Sewer paid to date from Tax Collector (dated not more than 30 days from date of submission)				
3. Three (3) copies of Morris County Planning Board applications (all development except: Site plans of less than 1 acre and properties not located on a County Road)				
4. Fees:				
A) Application				
B) Escrow				
5. Ownership Interest Disclosure Statement, per N.J.S.A. 40:55D if the Corp. or Partnership is applying to a Planning Board, Board of Adjustment or to the Governing Body if they:				
A) Subdivide a parcel of land into 6 or more lots				
B) Apply for a variance to construct a multiple dwelling of 25 or more family units				
C) Seek approval for a site to be used for commercial purposes				
6. Statement as to whether the premises in question are or are not serviced by municipal water and sewer systems				
7. Certificate from Health Department approving Sanitary Facilities, if property is not served by Public Water and/or Sewer system				
8. Certified list, as provided by the Borough <i>Tax Assessor</i> , of property owners within 200 feet (dated not more than 30 days from date of submission)				

<p>9. Three (3) copies of all plans, surveys, architectural drawings and/or support documents, as hereinafter required, properly signed/sealed as appropriate. All such "plans, surveys, architectural drawings and/or support documents" shall be no larger in dimension than 24" x 36".</p> <p>(NOTE: 15 copies are due to the Board Secretary at the time the application is deemed <i>Complete</i>, and same are to be provided not less than 10 days prior to the date of the scheduled Board meeting. Further, three (3) sets of such "plans, surveys, architectural drawings and/or support documents" shall be "full size", while the remaining twelve (12) sets of such "plans, surveys, architectural drawings and/or support documents" shall be reduced – if required – so as to be no larger than 11" x 17" & shall contain a <i>Graphic Scale</i> on each sheet/page.)</p>				
<p>10. Completed TBSA application form</p>				
<p>11. Owner's consent (if Applicant not an Owner)</p>				
<p>12. Three (3) copies of a "slopes map" as required pursuant to the requirements and parameters of Borough Ordinance; Section 17-195 Regulations For Steep Slope Areas: Such "slopes map" shall be no larger in dimension than 24" x 36".</p> <p>(NOTE: 15 copies are due to the Board Secretary at the time the application is deemed <i>Complete</i>, and same are to be provided not less than 10 days prior to the date of the scheduled Board meeting. Further, three (3) sets of such "slopes map" shall be "full size", while the remaining twelve (12) sets of such "slopes map" shall be reduced – if required – so as to be no larger than 11" x 17" & shall contain a <i>Graphic Scale</i> on each sheet/page.)</p>				